

# **Board of Trustees Ilsley Public Library**

**Tuesday, February 25, 4:30 p.m.  
Vermont Room**

## **Minutes**

Board members in attendance:

David Andrews, Maria Graham, Rebekah Irwin, Chris Watters, John Freidin

Also in attendance:

Kevin Unrath, Director

Lorrie Muller, Friends of Ilsley Library

Tricia Allen and Chris Kirby

The meeting was called to order by David Andrews at 4:40.

### **Public & Board Comments**

#### **Minutes of the Previous Meeting**

Minutes for the January meeting will be disseminated for approval in March.

### **Financial Report**

Kevin reported that library spending is on target on the personnel lines. Some of the library's big items such as database expenses and downloadable books haven't been paid at all because they are paid all at once later in the fiscal year.

### **Friends' Report**

Lorrie welcomed David Andrews to the Friends of the Ilsley Library's board. Pearl Teague is leaving the board, but there are other individuals considering joining as well.

Lorrie announced that Ilsley will celebrate its 90<sup>th</sup> anniversary on September 26, 2014. John suggested this may be an opportunity for some fundraising playing on the \$90 and \$10 amounts. Book sale fundraising is still going well.

Friday, May 16 will be the luncheon hosted by the Friends for the volunteers and staff.

The liaison function between the board and the Friends needs to be reconsidered.

### **Librarian's Report**

Kevin discussed his preparations for presenting the library roof bond in Article 7 at town meeting. The proposal has been vetted by Vermont Integrated Architecture and Ashar Nelson will be at the meeting to

answer questions. Kevin will send the presentation to Kathleen to be incorporated into the meeting materials.

Kevin reported that between 50 and 60 employees of the town live outside of Middlebury. Kevin will find out how many of those already have cards so we know the impact of the lost revenue if we extend complimentary borrowing privileges to all of them.

This is a strategic plan regarding space planning committee report. Focused and targeted on space needs. Sandra Nelson has published a new guide. Her two changes: strategic plans are continual works in progress and the customer is the focus of the planning.

## **Old Business**

Tricia addressed the extreme lack of space for youth services. Youth services encompasses a wide range of ages and corresponding collections.

Chris averred that the adult collections are housed on shelving that is decades old and inadequate. The shelving for the children's room was more recently updated using Freeman Foundation money. As more materials move to electronic sources, space may be needed for that too.

Tricia, Chris, and Kevin met with Jutta Miska of Addison Central Teens to discuss programming for teens and tweens utilizing a "block booking" system for the meeting room after school starting in the fall. Kevin and Tricia will order furniture that will allow tweens and younger teens to socialize in a separate space.

Kevin presented the requested analysis of the community room utilization. Homeschooling groups will be slightly displaced under a block booking system. The generic community room designation will continue to be used for the time being.

Kevin suggested some minor changes regarding the director's evaluation. Input from Kathleen Ramsay will be necessary regarding compensation. An exact process for the evaluation remains to be determined.

The board present David with a small token of their appreciation for his service.

## **Scheduling of Next Meeting**

The next meeting will be Tuesday, March 18, 2014 at 4:30 in the Community Room.